

VSH Governing Body Meeting Minutes

March 15, 2006

Type of meeting:	Oversight
Facilitator:	Paul Blake
Note taker:	Susan Fresolo
Governing Body Members:	Paul Blake; William Alexander; Steve Gold; Bill McMains; Sharon Moffatt; Tom Simpatico; Terry Rowe
Attendees:	Wendy Beininner, David Bond, Scott Perry

AGENDA TOPICS: APPROVAL OF MINUTES FROM 2-15-06, EXECUTIVE REPORT, MEDICAL DIRECTOR'S REPORT, POLICY REVIEW, OTHER BUSINESS

Discussed: Minutes for the February 15, 2006 Governing Body Meeting were reviewed for approval.	
Conclusion: Minutes Approved.	
Action: Bill McMains made a motion to accept the minutes. Sharon Moffatt seconded the motion; all in favor. Minutes approved.	
Person Responsible: N/A	Due Date: N/A
Discussed: Executive Report (Terry Rowe) <p>Terry handed out the following reports: VSH Quality and Risk Management Team Summary Report of Grievances Received February 2006 and Governing Body Injuries and Events/Variance Report February 2006. Discussion ensued about the reports and suggestions were made to discuss trends, policies, procedures, evaluate information received as a preventative intervention and to also contact Jon Jewett of BGS for more input. Terry will contact Laura DeForge to look over the injury data at BGS per Cindy LaWare's request. Terry stated that there was a racial discrimination report that was reviewed at a hearing on March 15, 2006 and no discrimination was found against VSH. Diversity training has been less than interesting for staff and that will be looked into to create a more solid training system, to increase staff attendance when mandatory training is required, to possibly engage the help of the nurse educators, and to address various issues associated with universal, mandatory, supervisory, online, and regularly required staff training and completion of training by staff. Terry stated that 60 computers are being purchased for VSH with some designated specifically for online training to increase employee skills. Training discussion also included hiring a pharmacy consultant and to look into purchasing a pharmacy software program and operating equipment that FAHC uses. The board agreed that this will be an effective, logical and positive avenue to pursue and will aid in supporting the VSH pharmacist to free up some of her time for staff training purposes. In reviewing the grievance report, Terry stated that 2 grievances were filed, issues were dealt with appropriately and the statistics were down from last month. From the Injuries and Events/Variance report Terry stated that there were 16 patient injuries and events and a total of 11 employee injuries and all were dealt with appropriately and injuries have been trending downward since July, 2005. There was some discussion about the transport policies of VSH and the Sheriff's department and Terry will schedule an appointment with Judge Reiss to further discuss these issues. Staffing briefs, personnel related issues, reporting procedures, patient census dealing with difficult and complex clients, working with Dale Correctional on certain issues and increased case load growth were also discussed.</p>	
Conclusion: Follow-up with key staff personnel in Risk Management; review transport policy.	
Action Continue to follow-up with Risk Management regarding lowering patient injury, schedule an appointment with Judge Reiss to review transport policies and report back on progress made at the next meeting.	
Person Responsible: Terry Rowe	Due Date: April 19, 2006

Discussed: Medical Director's Report (Dr. Tom Simpatico)

In regards to the core faculty candidates, Dr. Jaskanwar Batra has been hired and his estimated start date will be October 19, 2006. Tom said Dr. Batra has great credentials. Dr. Sharon Satterfield, who is presently a locum tenens, has completed phase 2 of the interview process and a 3rd candidate will be coming at the end of March. Tom was happy to report that since DOJ's last visit that VSH has made significant progress in implementing plans to make the required changes and that Scott Perry has been instrumental in helping with the process. Tom reported that VSH is in the process of creating 1 set of standardized treatment plan documents in conjunction with FAHC, and Dr. Geller has been asked to assist VSH with this project. Some discussion ensued in regards to information about restraints and seclusions, bringing in a consultant to help with data analysis, have active work groups working on requests by DOJ and schedule possible luncheons inviting MD's from other facilities every 2 months. Terry initiated work last spring '05 with the social workers on a discharge database. Tom will work with social workers on new forms that to be used. Tom discussed the possibility of having a 'docking station' which will standardize communication flow information to all that can access the system. The Medical Guardianship Program is getting a lot of play and press. The program will use 3rd and 4th year UVM students to become guardians where patients don't have family members to represent them. The Mental Health Court is in a preliminary stage of consideration by the state standing committee. NAMI is interested in sponsoring the Mental Health Court and grant money may be available through DOJ. The smoking cessation effort, its affect on patients and staff and VSEA contract considerations in implementing a plan were discussed. Also suggested was to solicit help from experts in the VDH in creating a cessation plan. Implementing a voluntary cessation effort was highly recommended as the first option.

Conclusions: Follow-up on progress regarding hiring of core faculty and other ongoing projects.

Action: Tom will report back at the next meeting.

Person responsible: Dr. Tom Simpatico

Due Date: April 19, 2006

Discussed: Restricted Items and Search Policy

David Bond reviewed the history of the policy, its revisions made since the last meeting, how the policy was reviewed and referenced consultations that were made. Items and definitions discussed were contraband, strip and body cavity search and non-cooperative patients. Discussion, comments and recommendations were made to clarify the language for consistency, procedures that should be more defined, what the legal issues were, how to protect patient's rights, proper chain of reporting incidences, MD's evaluation and assessment of situations, MD's involvement in ordering searches, staff training for searches and research other state's policies and procedures for comparison. Discussion was made in regards to patient's dignity, how to deal with their feelings about the search and potential trauma from the experience. It was agreed to add/change the search policy language to reflect that at least one (staff) member of the opposite sex must be present. David received positive comments about his great job working on the policy.

Conclusions: The Restricted Items and Search Policy was approved with recommendations for modification.

Action: Sharon Moffatt made a motion to make changes to the policy. Steve Gold seconded the motion; all in favor. Policy will be revised and presented at the next meeting.

Person responsible: David Bond	Due Date: April 19, 2006
<p>Discussed: Other Business</p> <p>Annual Safety Review – VSH is waiting for the final report to come through and will send this out to the GB Members. Comment was made that many issues had been cleaned up.</p> <p>VSH Monthly Report - addressing the DOJ's work plan was sent out on March 15, 2006 and the report gets posted on the website.</p> <p>Comment was made that all the positive things happening at VSH should get reported to the Oversight Committee and Futures Committee as information for their next meeting. It was also mentioned that Anne Donahue will be willing to help VSH when there is a need to write language that deals with the legislature.</p>	
Conclusions N/A:	
Action: N/A	
Person responsible: N/A	Due Date: N/A

Meeting adjourned at 3:20 p.m.